



## **JOB DESCRIPTION**

Position Title: **Lead Technician**

Working Area: **Traffic Signals**

Class Code: 4306

Non-Exempt

EEO Code: 03

Effective Date: August 30, 2002

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### **Major Function**

Skilled work involving the repair, maintenance, programming, modification and construction of traffic signals and signal systems.

### **Essential Functions**

*Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.*

Inspects and verifies that traffic control devices are installed and operated properly by contractors. Repairs and maintains traffic signals and signal systems. Schedules and plans maintenance and construction activities. Inspects projects at various stages of development up to and including the final inspection.

Maintains repair parts inventory for traffic signal control devices and submits requests for supplies and equipment through supervisor.

Reviews signalization plans, prepares comments and attends pre-construction meetings.

Maintains records and completes reports with respect to time and materials used on specific projects, and traffic signal control device malfunctions. Coordinates field electronic controller malfunction information with repair personnel.

Provides supervision to assigned work crews. Instructs personnel on the proper operating techniques of traffic equipment and gives on-site supervision in hazardous and/or unusual work assignments.

Installs and maintains traffic signal closed loop systems and associated communications equipment to include hardwire, microwave radio telemetry, fiberoptics, and video surveillance. Coordinates signal timings, signal phasing and equipment standards with supervisor.

Assembles signal cabinets and programs electronic devices.

Performs on call duty for after hour's emergencies or other standby requirements as necessary.

Performs other duties as assigned or as may be necessary.



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### **Minimum Qualifications**

Thorough knowledge of electronics, pertaining to the operation, repair, and maintenance of traffic signals and signal systems. Thorough knowledge of traffic signal devices, operation, programming, repair, and maintenance. Knowledge of signal systems, including time based, hardwire, and multiplexers. Knowledge of NEC, NEMA, and IMSA codes, requirements and functions. Knowledge of the standard tools, materials methods, and practices as well as the occupational hazards and safety precautions of the electronic trade.

Ability to plan work assignments. Ability to maintain records and to prepare reports. Ability to understand and carry out directions. Ability to read and interpret plans and blueprints for the planning and review process. Ability to review the work of contractors and semi-skilled staff. Ability to communicate effectively in both oral and written form.

High School Diploma or GED and five (5) years' experience in the maintenance, repair, and construction of electronic traffic control devices.

Must possess and maintain a valid Florida Driver's License.

Must possess an IMSA Level III Signalization Certificate, or obtain same within six (6) months of employment.

*A comparable amount of education, training, or experience may be substituted for the minimum qualifications.*

### **Working Conditions**

The normal work environment for this position includes technical work performed in the field and in a shop area. Incumbents perform duties that include lifting, standing, stooping, sitting, walking over construction areas, and working in adverse weather conditions. Position requires the ability to climb ladders and to work at heights of thirty-five (35) feet above the ground. Ability to maintain good physical condition sufficient to satisfactorily perform job duties and to walk on uneven surfaces.

